

## J. OUTPATIENT CLINICS

### 1.0 PURPOSE AND SCOPE

This document sets forth space planning criteria for the Outpatient Clinical Services in military health care facilities.

### 2.0 DEFINITIONS

**Outpatient Clinical Services** - The concept of Outpatient Clinical Services includes two major elements. The first element provides preventive and curative medical care to ambulatory patients. The second element provides administrative and supportive space required to operate the service.

**Clinic** - A clinic may be general practice, a specialty, or a grouping of specialties. Specialties may be grouped when there are no medical contraindications and when the work load of each specialty does not warrant a separate clinic. A clinic will normally include the following areas: waiting, reception, offices, examination rooms, special purpose rooms, utility rooms, treatment rooms, storage space, linen rooms, conference rooms, lounges, and toilets.

**Emergency Clinic** - An Emergency Clinic provides outpatient diagnosis and treatment of conditions requiring the immediate attention of a physician during any part of a 24-hour day or treatment of a patient who describes a minor illness as an emergency. Emergency rooms can be level I, II, or III.

**Clinic Visit** - A visit is a contact between an eligible beneficiary and a medical care provider. A visit consists of either examination, diagnosis, treatment, evaluation, consultation, counseling, or medical advice in a clinic, or treatment/observation in quarters.

**Projected Work load** Refer to DoD Instruction 6015.17, Paragraph v.C.3.

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### 3.0 POLICIES

A minimum patient load of 150 -200 inpatients per year and 1500-2000 outpatients per year with a diagnosis of malignancy is required to justify a separate Oncology Clinic.

Adolescent - A separate adolescent clinic will be programmed when justified by work load. (2 Adolescent Medicine providers and/or 15,000 adolescent medicine annual visits).

Well Baby - A separate well baby clinic will be programmed when justified by work load. (2 providers and/or 10% of total annual pediatric visits)

The Emergency Clinic is programmed by individual study based on requirements to handle a high number of true emergency cases. This Clinic is not considered to be general walk in clinic. The Emergency Clinic should be located adjacent to the ancillary support services.

Emergency Area is required when the work load and staffing do not warrant an Emergency Clinic.

Family Practice - Functions required where Family Practice is a department (separate from the Primary Care Clinics).  
Family Practice - Functions required in the Family Practice Clinic when certain Medical/Specialty Clinics are not programmed.

Family Practice - Functions required where Family Practice is a service within the Primary Care Clinics.

Physical Examination - A separate Physical Examination Clinic is normally provided when work load exceeds an average of 100-150 examinations per week (20 per day). Do not include Family Practice Physical exams when determining whether to establish a separate Physical Examination Clinic. (In computing workstations, any fraction of 0.4 or over may be converted to the next highest number. A minimum of one each is required unless otherwise indicated.)

**Clinic Composition**

Whenever the work load of any specialty does not support a separate clinic, two more specialties may be combined using the following or other compatible groupings.

**Medical Specialty**

Allergy/Immunization  
 Cardiology  
 Dermatology  
 Endocrine and Metabolic  
 Gastroenterology  
 Hematology/Oncology  
 Infectious Disease  
 Internal Medicine  
 Nephrology  
 Neurology  
 Nutrition  
 Pulmonary  
 Rheumatology  
 Family Practice

**Psychiatric Clinics**

Mental Health/Hygiene  
 Psychiatry  
 Child Psychiatry  
 Clinical Psychology

**Eye, Ear, Nose & Throat**

Ophthalmology/Optomety  
 Otorhinolaryngology  
 Audiology  
 Speech Therapy

**Military/Environmental Clinics**

Community Health Nursing  
 Preventive Medicine  
 Aerospace, Aviation, and Submarine Medicine  
 Occupational Health/Civilian Employee Health Clinic  
 Industrial Hygiene, Environmental and Bioenvironmental Sciences

**Other Clinics****Physical Medicine**

The OB/GYN Clinic will not be combined with any other clinic due to medical contraindication.

The Emergency Area should be adjacent to the General Outpatient Clinic, the Primary Care Clinic, or the Family Practice Clinic (according to the specific Military Medical Department).

**Obstetrics and Gynecology**

OB/GYN  
 Family Planning

**Pediatrics**

Adolescent  
 Infectious Disease Pediatrics  
 Well Baby

**Primary Care**

Emergency  
 Family Practice  
 General Practice  
 Physical Examination

**Surgical Specialty**

General Surgery  
 Neurosurgery  
 Orthopedic/Podiatry  
 Plastic Surgery  
 Thoracic - Vascular  
 Urology  
 Colorectal

**Clinic Size**

Programming a separate specialty clinic is not considered practical when less than two physicians are required.

To facilitate clinic management and accommodation of patients, a clinic normally should not exceed 12 to 15 physicians. Patient and staff toilet facilities for outpatient clinics.

\* The number of fixtures to be provided for these functions will be based on the total number of visitors and patients during the peak period as indicated by the number of seats provided in waiting rooms. The following table will be used to determine the number of fixtures.

	Water Closets	Urinals	Lavatories
Each 15 women or fraction thereof	1		1
Each 20 men or fraction thereof	1		1
Each 40 men or fraction thereof		1	

\* Space for the toilet fixture requirements calculated above will be provided as follows:

	Planning Range
Patient & Visitor toilets containing no more than one fixture of the same kind	30 NSF per fixture
Toilet rooms containing two 30 NSF per fixture or more fixtures of the same kind will have at least one handicapped fixture	30 NSF per fixture
Patient toilets within clinics (ie., specimen)	30 NSF per fixture
Staff toilet room fixtures	30 NSF/fixture
Single occ toilet	50 NSF each
Diaper change area	10 NSF

**Locker Rooms:** In general, locker room space will be consolidated into a central locker room facility with appropriate toilet and shower facilities. Individual clinics will be provided with locker rooms only where the staff is required to change into alternative clothing for purposes of asepsis, infection control, or patient safety. The number of fixtures for the toilet shower facilities will be calculated based upon the planned number of employees on duty during the daytime shift minus personnel employed in the surgical suite, the obstetrical suite, food service, and employees on the nursing units. Lavatories and toilets will be provided according to the ratios identified above. Showers will be provided on a ratio of 1 shower per 20 using employees, not to exceed 10 shower fixtures.

**Lounges:** A staff lounge is permitted per clinic by the criteria. Where a staff lounge will serve less than 10 employees per shift, every effort will be made to combine the lounges from two or more adjacent clinics. The staff lounge criteria includes a 10 NSF allowance for "Box Lockers" to permit employees that do not have an assigned office to secure their personal belongings (purses, hats, and so forth).

**4.0 PROGRAM DATA REQUIRED**

Projected clinic visits per year.

Distribution of clinic visits by clinic or service and beneficiary category.

Number of providers programmed.

Distribution of practitioners by specialty and/or service.

Distribution of technicians by specialty or service

Distribution of nurse practitioners by specialty or service

Projected number of immunizations per year.

Projected ECG tests per year.

Projected EEG tests per year.

Projected number of chemotherapy doses per year

Projected number of physical examinations per year.

Basis of projections.

Data used for individual studies of specific functions.

Projected records = (eligible beneficiaries) x (1 + carry over)

## **5.0 SPACE CRITERIA**

### **Clinic Space Requirements:**

The following lists indicate functions that are normally required, the basis for planning and the planning range for clinics in DoD Hospitals. Functions which are not listed and those which show "Individual Study" require a study to determine the need and space requirement based on the tasks to be performed and equipment to be accommodated. It is intended that planners include all functional areas listed herein, unless there is a valid requirement at the installation under consideration.

Modification of the space criteria may be necessary to meet specific mission requirements but any such modification will require OASD(HA) approval. Special requirements for spaces not covered by this document will be developed on an individual basis and will require OASD(HA) approval.

**Physician's Offices** - Each physician, Physician's assistant, clinical nurse practitioner, and allied scientist on the staff will be provided a private office based on the following criteria: (excluded offices are provided under other criteria, such as Radiologists, Pathologists, Anesthesiologists, Commanders, etc.).

Chiefs of major departments in teaching hospitals	150 NSF
Conference Room	280 NSF
Chiefs of specialty services in teaching hospitals/Dental activities	140 NSF
Chiefs of major services in other hospitals/Dental activities	140 NSF
All other physician's, physician's assistants and clinical nurse practitioners who do not require a combination office-exam room	100 NSF/office
Allied scientists who require a combination office-exam room	140 NSF office/exam

**Conference Area** - Provided in each clinic for group teaching 200-250 NSF as required.

The following are the space planning criteria for DoD Outpatient Clinical Services, organized in alphabetical order.

<b>FUNCTION</b>	<b>NSF AUTHORIZED</b>	<b>PLANNING RANGE/COMMENTS</b>
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### **Department Administration**

**Administrative Offices** - The office space required to provide administrative support to operate the clinic services will be provided in accordance with criteria for administration (Page A-5) and the following specific areas

Central Clinic Lobby	150	minimum of 16 NSF per seat. Maximum 500 NSF Seats = $\frac{\text{avg clinic visit per day} \times 0.2}{7 \text{ hours per day}}$
ADP terminal	20	per terminal device
Visitor Toilets		
Male (wc, lav)	60	30 NSF per fixture per 20 seats
Urinal	30	30 NSF per fixture per 40 seats or fraction thereof.
Female	60	30 NSF per fixture per 15 seats.
Outpatient Records	**	(1) Lineal Feet (LF) shelf space = <u>Projected Records</u> / 16 records per LF (2) NSF = LF x shelf factor(*) (*) w/6 shelves = 0.42. (*) w/5 shelves = 0.504
Outpatient Records Clerk	80	minimum. 80 NSF per station, 1 for each clerk programmed
Central Appointment	80	per clerk Weekly scheduled visits = $\frac{\text{annual scheduled visits}}{50 \text{ (wks per yr)}}$ Clerks required = $\frac{\text{Weekly sched. visits} \times (1.2)}{700 \text{ (apt per clerk-wk)}}$  <b>note:</b> 1.2 is multiplier to account for multiple calls per appointment, i.e. cancellations.
Appointment Clerk Lounge	110	May be provided with 3 or more clerks. Add 10 NSF per clerk greater than 10. Maximum 150 NSF
Addressograph Machine	60	per machine. add 20 when ADP equipment is programmed
<b><u>Functions Common to all Clinics (exceptions noted)</u></b>		
Reception	100	minimum; 1 per clinic
ADP terminal	20	per terminal device
Waiting	16	per space; 25 per handicapped seat 2.6 spaces per exam or treatment room, unless otherwise noted. Recommend 5% of total space dedicated to handicapped seating.
Public Toilets:		
Male (wc, lav,ur)	90	30 NSF per fixture per 20 seats.
Urinal	30.	per 40 seats or fraction thereof.
Female (wc, lav)	60	30 NSF per fixture (lav, wc) per 15 seats.
Litter/Wheelchair storage	60	1 per clinic
Nurse's Office	100	1 per head nurse programmed

NCOIC Office	100	per clinic
Nurse's Station	100	1 per clinic when 2 or more treatment/procedure rooms are programmed
Clean Utility Room	150	1 per clinic
Equipment Storage	100	Individual justification. Not required in all clinics.
Soiled Utility/	80	80 1 per clinic
Trash Room	50	
Janitor's Closet	40	1 per 10,000 NSF
Staff Toilets:		
Male (wc, lav)	60	30 NSF per fixture per 20 men
Urinal	30	One per 40 men or fraction thereof
Female (wc, lav)	60	30 NSF per fixture per 15 women
Staff Lounge	100.	minimum; add 10 NSF per staff member greater than 10. 200 NSF maximum. One per clinic. If less than 10 staff members per shift, consider combining with another clinic.
Conference Room	200	Individual Study. 1 per service with teaching or training program. For small svcs., function could be met by adding 40 NSF to lounge.
Staff Lockers:		
Male	100	minimum; add 6.5 NSF per locker for each FTE greater than 10. Consolidate locker space as defined in section 3.0
Female	100	minimum; add 6.5 NSF per locker for each FTE greater than 10. Consolidate locker space as defined in section 3.0.
Doctor's Office	100	1 per doctor programmed
Exam Room	100	2 per doctor programmed
Procedure Room	150	1 per clinic if justified
<b><u>Medical Specialty Clinics</u></b>		
<b><u>Allergy/Immunization</u></b>		
Allergen Injection Room	140	1 per Allergy Clinic
Skin Testing Room	60	per station, min 2 stations number of stations = $\frac{\text{visits per wk} \times \text{test per visit}}{3 \text{ test per hr} \times 20 \text{ hr per wk}}$
Holding Area	100	1 per Allergy Clinic
Allergen Preparation Laboratory	120	minimum; 60 NSF per space1 space per 2 skin testing stations. 1 Lab per clinic
Immunization	200	minimum; 140 NSF per station number of stations = $\frac{\text{injections per week}}{20 \text{ inj per hr} \times 35 \text{ hr per wk}}$
Immunization Holding Area	100	1 per immunization room
Immunization Waiting Area	16	per space; 12 spaces per injection station

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**Cardiology**

Electrocardiogram Testing Area	100	per station, Stations = <u>ECG tests/week</u> / 3 tests per hr x 35 hr per wk
ECG Work Area and Records	80	per work area plus 10 NSF per station. 1 per clinic
Vectorcardiography Room/Signal Averaged ECG	100	1 per Cardiology Clinic
Dressing Cubicle	40	per cubicle; 1 per ECG, 1 per Vectorcardiography, 1 per Phonocardio Room, 1 per Echocardiography
Phonocardio & Echo cardiography Room	140	Individual Study
Treadmill/Stress Test Room w/Shower	200	1 per Cardiology clinic when cardiologist is programmed. Add 50 NSF if 'Master-2-Step' stairs are required.
Holter Monitor Room	100	1 per Cardiology clinic when cardiologist is programmed
Cardiac Cath. Lab		1 per Card. Cl. where authorized
Exposure Room	530	single plane only
Biplane Ex. Room	700.	Special justification required.
Control Room	100	1 per exposure room
Dark Room w/ repl tank space	120	1 per 1-2 exposure rooms(if cine film processing)?
Computer Room	80	1 per 1-2 exposure rooms
Cine Film Viewing	100	per exposure room, 1 room
Cine Film Storage	100	per exposure room, 1 room
Prep Room	100	1 per 1-2 exposure rooms
Scrub Room	60	1 per 1-2 exposure rooms
Soiled Utility Rm	80	1 per exposure room
Instrument Room	100	1 per 1-2 exposure rooms

**Dermatology**

Derm./Procedure Treatment Room	150	1 per service, add a 2nd room when 3 or more physicians are programmed for Dermatology
Dermatology Lab	60	1 per clinic. Additional rooms justified based on 1 per 5 providers.
Ultraviolet Booth	40.	1 per clinic. Additional rooms justified based on 1 per 5 providers.
MOHS Treatment/Lab	**	Individual study. Includes treatment spaces, sub-waiting & lab.
Dermatology Exam	100	2 per provider
Grenz Ray Room	80	1 per clinic
Dressing Cubicle	40	
Linen Storage	20	

**Endocrine and Metabolic**

Doctor's Office	100	1 per doctor programmed
Exam Room	100	2 per doctor programmed
Procedure Room	150	1 per clinic if justified
<b><u>Gastroenterology</u></b>		
Fluoroscopic Room (Upright machine)	270	Individual Study
Treatment Room	150	1 per clinic
Proctoscopic Room	150	1 per clinic
Dressing Cubicle	60	minimum; 40 NSF per cubicle. 2 per proctoscopic room
Patient Toilet	50	1 per proctoscopic room wc/lav
Endoscopy Room	150	Individual Study
Patient Toilet (WC/Lav)	50	1 per endo Room (WC/Lav)
Recovery Room	120	1 per clinic
Patient Toilet	50	1 per recovery room
Esophageal Motility Room w/Toilet	140	1 per clinic
<b>Updated 19 Feb 92</b>		
<b><u>Hematology/Oncology</u></b>		
Pharmacist Officer office	.	per individual study.
Tumor Board Registry		per individual study.
Nurse Specialist's Office	100	1 per nurse specialist programmed
Chemotherapy		Individual Study 1 per clinic
Treatment Room	300.	2,500 to 10,000 annual doses. Allowance provides for 3 patient chairs and support space.
Holding Area	300	Greater than 10,000 doses
Recovery Room	120	1 per clinic
Patient Toilet	50	1 per recovery room
Special Purpose Room		Individual Study
Social Worker's Office/Exam Room	140	1 per social worker programmed in Medical Clinic
Social Work Specialist's Office	100	1 per technician programmed
<b><u>Infectious Disease</u></b>		
Providers Office	100	1 per provider
Exam Room	100	2 per provider
<b><u>Internal Medicine</u></b>		
Nurse Practitioner's Office	100	1 per nurse practitioner programmed
Exam Room	100	2 per nurse practitioner
<b><u>Nephrology</u></b>		
Renal Studies	100	1 per clinic when a renal specialist is programmed
<b><u>Neurology</u></b>		
EEG Testing Area	100	per station Stations =



EEG Work Area	130	<u>tests/wk</u> / 0.5 tst per hr x 30 hr per wk plus 10 NSF per EEG test station greater than one. 1 per clinic
<b><u>Nutrition</u></b>		
Dietitian's Office	100	1 per full-time dietitian programmed
Height/Weight Screening	100	
<b><u>Pulmonary (Supports both inpatient and outpatient)</u></b>		
Chief Therapist Office	100	1 per clinic
	Office	Office
Equipment Prep. Cleaning Area	150	minimum; plus 10 NSF per Tx. cubicle. 200 max. 1 per clinic
Equip. Storage & Maintenance Area	150	minimum; plus 10 NSF per Tx. cubicle. 1 per clinic
Gas Cylinder Storage	30	1 per clinic
Ventilator Storage	10	per ventilator
Inhalation Cubicles	150	minimum; cubicles = <u>treatments per week</u> / 4 treatments per hr x 35 hr per wk
	80	per tilt table
	70	per chair
		1 tilt table per two chairs
<b>Pulmonary Function Lab: If Pulmonary Service is programmed</b>		
Administration Space	100	1 per lab
Screening	50	1 per lab
Flow Volume Loop	50	1 per lab
Automated Pulmonary Function	100	1 per lab
Body Box	100	1 per lab
Blood Gas Analysis	25	1 per machine
Treadmill Room	250	Individual Study
Sleep Studies Room	100	Individual Study
Anteroom (for equipment)	50	Individual Study
Respiratory Treatment equipment storage	25	per cubicle 1 per respiratory treatment area
Home Care Coordinator Office	100	1 per respiratory treatment
Endoscopy/ Bronchoscopy Suite	150	Individual Study
Recovery Room	120	1 per clinic
Patient Toilet	50	1 per recovery room WC/LAV
Spirometry studies	50	
<b><u>Rheumatology</u></b>		
Providers Office	100	1 per provider
Exam Room	100	2 per provider
<b><u>Obstetrics and Gynecology</u></b>		
<b><u>OB/GYN</u></b>		

Weights and Measures	200	1 per clinic
Treatment Room	150	1 per clinic
Consultation Room	100	Individual Study
Specimen Lab	100	Individual Study
Specimen Toilets	50	minimum;
Nurse Practitioner's/ Physician's Asst Office	100	1 per nurse practitioner/PA programmed
Exam Room	100	2 per nurse practitioner/PA programmed
Ultrasound/NST	150	
Literature/Forms Storage & Audio/ Visual Aids	200	1 per clinic
Conference Room 200 1 per clinic	Conference Room 200 1 per clinic	Conference Room 200 1 per clinic

### **Pediatric Clinics**

**Adolescent** - A separate adolescent clinic will be programmed when justified by work load. (2 adolescent medicine providers and/or 15,000 adolescent medicine annual visits)

Doctor's Office	100	1 per doctor programmed
Exam Room	100	2 per doctor programmed

### **Pediatrics**

Waiting/Play Area	16	per space. 25 NSF per handicapped space. 4.3 spaces per exam or treatment room. 5% of total spaces dedicated to handicapped
Toy Storage	100	1 per clinic
Patient Toilet		
Male WC/LAV	70	30 NSF per fixture and 10 NSF for counter w/sink for diaper change.
Female	70	30 NSF per fixture and 10 NSF for counter w/sink for diaper change.

### **Isolation Suite**

Isolation Waiting	100	1 per clinic
Isolation Toilet WC/LAV	70	10 NSF for counter w/sink for diaper change. 1 per clinic.
Isolation Exam Room	100	1 per clinic
Treatment Room	150	1 per 8 doctors
Nurse Pract. Office	100	1 per nurse practitioner programmed
Exam room	100	2 per practitioner programmed
Weights and Measures Room	200	1 per clinic
Vision & Hearing/ Screening Room	100	1 per clinic
Psychological Testing	100	Individual Study
Immunization Area	200	minimum. If immunizations are administered, see the immunization criteria. 140 NSF per station
Holding area	100	per clinic
Waiting area	16	per space; 12 spaces per station

Social Worker's Office	140	1 per social worker programmed
Gross motor skills exam/testing room	150	Supports designated developmental pediatrics mission
<b><u>Well Baby</u></b> - A separate well baby clinic will be programmed when justified by work load. (2 providers and/or 10% of total annual pediatric visits)		
Subcontrol	100	1 per clinic
Waiting	16	per space. 25 NSF per handicapped. Based on Well Baby study visits, 5% of total area dedicated to handicapped
Feeding Room	100	Individual Study
Toilet WC/LAV	70	30 NSF per fixture and 10 NSF for counter for diaper change.
Immunization area	.	If immunizations are administered, see the immunization criteria.

**Primary Care Clinics****Emergency**

The Emergency Clinic is programmed by individual study based on requirements to handle a high number of true emergency cases. This clinic is not considered to be a general walk-in clinic. The Emergency Clinic should be located adjacent to the ancillary support services.

Head Nursing	100	
Waiting	16	per space; 25 per handicapped spaces; 3.9 spaces per exam. 5% of total space dedicated to handicapped seating.
Pt. Toilet (wc,lav)	50	1 per clinic
Tap/Decon/sponge	100	1 per ER clinic for infants
Family consultation and waiting area	120	1 per clinic
Equipment storage	250	1 per clinic
Isolation room	140	1 per clinic

**Emergency Area** required when the workload and staffing do not warrant an Emergency clinic

Triage area	60	per cubicle. 1 cubicle per 10,000 yearly visits
Family Waiting and consultation Rm	120	1 per Emergency Area
Ambulance Dispatch	100	minimum plus 10 NSF per driver on duty per shift. 1 per hospital
Emergency Room	300	per room. Individual study
Treatment cubicle	120	per cubicle. Individual study
OB/GYN Exam Room	100	1 per clinic
MOD Room	100	1 per hospital
AOD Room	100	1 per hospital
Toilet - shower	70	1 per 2 AOD or MOD bedrooms. Single occupancy
Equipment Storage	100	1 per clinic

**Family Practice**

Functions required where Family Practice is a department (separate from the Primary Care clinics).

Dietitian's Office	100	1 per dietitian programmed 1 per clinic
Nurse Practitioner's Office	100	1 per nurse practitioner
Exam Room	100	2 per nurse practitioner
Holding Area	120	1 per immunization room
Patient toilet	60	
Diaper change	10	
Family Therapy room	140	1 per clinic
Physician's assistant's office	100	1 per PA programmed
Exam Room	100	2 per PA programmed
Patient Learning Library	200	1 per clinic

Functions required in the Family Practice Clinic when certain Medical/Specialty Clinics are not programmed

Proctoscopic room	150	1 per clinic if medical or surgical specialty clinic not programmed
Toilet	50	1 per proctoscopic room
ECG room	100	1 per clinic if medical specialty clinic not programmed
Dressing Cubicle	40	1 per ECG Room
Audiobooth Room (screening)	110	1 man double wall booth
	210	4 man double wall booth
	260	6 man double wall booth
Optometric Eye lane	140	1 per clinic if Optometry Specialty Clinic not programmed
ENT Exam Area	100	1 per clinic if ENT specialty not programmed
Appliance Modify Prep and Cast room	140	1 per clinic if Orthopedic Specialty clinic not programmed

Functions required where Family Practice is a service within the Primary Care Clinics

Nurse	100	1 nurse per practitioner programmed
Exam room	100	2 per nurse practitioner
Treatment Room	120	1 per clinic

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#### **General Practice**

Exam Room	100	2 per nurse practitioner and/or 2 per physician extender programmed
Treatment Room	150	1 per clinic
TPR Room	100	1 per clinic
Nurses station	100	1 per clinic
Nurse Practitioner's Office	100	1 per nurse practitioner programmed

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#### **Physical Examination**

A separate Physical Examination Clinic is normally provided when work load exceeds an average of 100-150 examinations per week (20 per day). Do not include Family Practice physical exams when determining whether to establish a separate Physical Examination Clinic. In computing workstations, any fraction of 0.4 or over may be converted to the next highest number. A minimum of one each is required unless otherwise indicated.

Waiting & Form writing	16	per space. Number of spaces = phys exams per day / 2 (groups per day)
History Station	50	per station, 1 station per 40 exams per day
Height & Weight	50	50 per station, 1 station per 100 exams per day
Blood Pressure and Pulse Station	50	per station, 1 station per 100 exams per day
ECG Station	90	per station, 1 station per 80 exams per day
Specimen Toilet (wc, lav)	50	single occupancy
Urine Spec. Coll.	70	1 per clinic
Vision Testing (Screening only)	70	per station, 1 station per 60 exams per day
Optometric Eye Lane	140	1 per clinic if Optometric Clinic not programmed & no eyelane provided in Family Practice Clinic
Audiobooth	110	1 man double wall booth
	210	4 man double wall booth
	260	6 man double wall booth
Dental Check	90	per station, 1 if number of physical exams per day exceeds 100 per day.
X-Ray Station	180	if number of physical exams per day exceeds 150 per day
Darkroom	90	1 per clinic when X-ray station is programmed.
ENT Exam Station	100	1 per clinic if ENT Specialty Clinic not programmed
Wait Between Stations & Int. Cir.	20	min; 5% of Amt. of space req'd for exam rooms. 1 per clinic.

**Physical Examination Clinic with under 20 exams per day.**

Waiting & Form Writing (w/alcove)	140	1 per clinic
Reception Desk	100	1 per clinic
Specimen Toilet	50	minimum; single occupancy
ECG w/dress. booth	120	1 per clinic
Weights & Measures	70	1 per clinic
Blood Collection	50	1 per clinic
Waiting between Stations & Int. Circulation	16	per seat. seats = $\frac{\text{avg. clinic visits per day} \times 0.02}{7 \text{ hours}}$ per day

**Psychiatric Clinics**

**Mental Health/Hygiene**

Psychiatrist's Office/Exam	140	1 per psychiatrist programmed
Psychologist's Office/Exam	140	1 per psychiatrist programmed
Nurse Practitioner Office/Exam	140	1 per nurse practitioner programmed
Social Worker's Office/Exam	140	1 per social worker programmed
Technician's Office (Social Work or Psychology)	100	1 per technician programmed
Group Therapy	200	1 per clinic. (2 per clinic with 3 or more psychiatrists)
Treatment Room	150	Individual study

**Psychiatry**

Psychiatrist's Office/Exam	140	1 per psychiatrist programmed
Nurse Clinician Office/Exam	140	1 per nurse clinician programmed
Technician's Office (Social Work or Psych)	100	1 per technician programmed
Group Therapy Room	200	1 per clinic (2 per clinic with 3 or more psychiatrists programmed)
Mirror Room	100	
Treatment Room	150	Individual Study

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**Child Psychiatry**

Play Observation	120	1 per clinic with child psychiatry program. Additional rooms may be programmed by individual study
Doctor's Office/Exam	140	1 per doctor programmed

**Clinical Psychology**

Psychologist's Office/Exam	140	1 per psychologist programmed
Psychological Testing	100	Individual Study

**Social Work**

Social Worker's Office	140	1 per social worker programmed
Technician's Office (Social Work or Psychology)	100	1 per technician programmed
Group Therapy Room	200	1 per clinic (2 per clinic with 3 or more psychiatrists programmed)

**Surgical Clinics****General Surgery**

Treatment Room	150	1 per 6 exam rooms
Recovery Room	120	per space, 1 space per 2 surgical treatment rooms
Patient Toilet	50	1 per recovery room
Nurse Practitioner Office	100	1 per clinic when nurse practitioner Office programmed
Exam Room	100	2 per nurse practitioner
Endoscopy Room	150	Individual Study
Patient Toilet	50	1 per endoscopy room
Proctoscopic Room	150	1 per 4 providers. 5 or more providers require special study.
Dressing Cubicle	40	per cubicle, 2 per procto room
Patient Toilet	50	1 per procto room

**Neurosurgery**

Doctor's Office	100	1 per doctor programmed
Exam Room	100	2 per doctor programmed

**Orthopedic/Podiatry**

Podiatrist's Office	100	1 per podiatrist programmed.
Exam Room	100.	2 per podiatrist programmed.
Treatment Room	150	Individual Study

Appliance Adjustment & Modification Shop	140	1 man shop
	440	2 man shop
Appliance Manufacturing Shop (Brace Shop)	1000	Individual Study
Gait Observation Lane	135	1 per clinic
		per table, Number of tables =
Cast Room	100	
		$.4 \times \text{ortho visits/wk} / 1 \text{ visit per hr} \times 35 \text{ hr per wk}$
Plaster Prep & Storage	50	plus 10 NSF per table; 1 per Orthopedic Service
Splint & Crutch Storage	50	plus 10 NSF per table; 1 per Orthopedic Service
Appliance Fitting Room	80	per room, 1 per 3 orthopedic surgeons programmed
General Radiographic Room	270	Individual Study
Film Processing	90	1 if general radiographic service is provided

**Plastic Surgery**

Treatment Room	150	1 per 6 exams
Recovery Room	120	per space, 1 space per 2 surgical treatment rooms
Patient Toilet (wc, lav)	50	1 per recovery room

**Thoracic - Vascular**

Microvascular Lab		Special Study
Treadmill Room	200	Individual Study
Dressing Cubicle	40	1 per treadmill room
Patient Shower	30	1 per treadmill room

**Urology**

Cystoscopy Rooms	*	cystoscopic rooms = $(\text{annual urology visits}/52) \times 0.5 / 0.6 \text{ proc per hr per room} \times 30 \text{ hr per wk}$
Cysto w/Fluoro	300	1 per clinic if TURs performed
Cysto - Rad	300	Number from formula minus number of cystoscopy rooms with fluoroscopic capability. Includes x-ray control booth.
Control Booth	100	
X-Ray Reading Room	100	
Scrub Area	60	60 per cysto room
Urology Darkroom and Workroom	90	1 per urology service when 2 or more cysto rooms are provided
Dressing Cubicle	40	per cubicle, 2 per cysto room
Patient Toilet	50	1 per cysto room
Urology Treatment Room	150	Individual Study, maximum 1 per clinic
Recovery room	120	per space
Recovery Toilet	50	
Urodynamics Room	100	

Dressing Cubicle	40	per cubicle, 2 per treatment room
Toilet	50	1 per IVP room
Urology Lab	80	If 4 or less exam rooms. Add 40 NSF if more than 4 exam rooms. 120 NSF maximum. 1 lab per clinic
Patient Toilet (wc, lav)	50	1 per urology exam room

Updated 18 Feb 92

**Military/Environmental  
Clinics**

**Community Health Nursing**

Health Nurse's Office	100	1 per health nurse programmed
Exam Room	100	1 per health nurse programmed
Patient Toilet (wc, lav)	50	2 per activity
Waiting	16	10 spaces minimum
Storage	100	multiplier for larger clinics
Secretary/Clerk	100	per person programmed
Communicable Disease Interviewing Room	100	1 per activity

**Preventive Medicine**

Preventive Medicine Chief's Office	140	1 per Chief, Preventive Medicine activity programmed
Environmental Engineer's Office	100	1 per environmental engineer programmed
Environmental Sanitarian's Office	100	1 per environmental sanitarian programmed
Medical Entomologist Office	100	1 per medical entomologist
Nuclear Medical Science Officer's Office	100	1 per nuclear science officer programmed
Health Physics Technician office	100	1 per technician
Health Assistant Office	100	1 per clinical specialist programmed
PVT MED Specialist's Office	100	1 per technician programmed
Literature/Forms Storage	80	1 per activity. Share with Health Nurse.
Secretary/Clerk	120	1 per section
Safety Officer/NCO	100	1 per safety officer/NCO programmed
Industrial Hygienist Office	100	1 per industrial hygienist programmed
Industrial Hygiene Lab	100	1 per activity
Water Lab	100	1 per activity
Nuclear Medical Science Lab	150	When nuclear medicine science office authorized. w/Shield for Walls/Doors/Ceilings/Floor as appropriate



**Aerospace, Aviation, and Submarine Medicine**

Treatment Room	150	1 per clinic
Optometrist's Eye Exam Room and Office	160	1 per optometrist programmed

**Occupational Health/Civilian Employee Health Clinic**

Audiobooth	110	1 man double wall booth
	210	4 man double wall booth
	260	6 man double wall booth
Screening Eye Testing	100	1 per clinic
Secure Area for Health Record Storage	*	Individual Study, 1 per clinic
Clerk/Secretary Office	120	minimum or 80 NSF per FTE assigned
Interviewing & Counseling Room	100	1 per 2 nurses assigned

Updated 13 Apr 94

**Industrial Hygiene, Environmental and Bioenvironmental Sciences**

Preventive Medicine Office	100	1 per PMO programmed
Health Nurse	100	1 per health nurse programmed
Environmental Engineer	100	1 per environmental engineer programmed
Environmental Sanitarian	100	1 per environmental sanitarian programmed
Medical Entomologist	100	1 per medical entomologist programmed
Nuclear Medical Science Officer	100	1 per nuclear medical science officer programmed
NCOIC	100	1 per clinic
Health Assistant	100	per clinical specialist programmed
PVTMED Specialist	100	1 per technician programmed

**Eye, Ear, Nose, and Throat Clinics Eye, Ear, Nose, and Throat Clinics****Ophthalmology/Optometry**

Optometrist Eye Exam Room/Office	195	per room, 2 exam/office room per optometrist up to 3 optometrists. Then 1 exam office per optometrist. Design space according to administrative needs. One exam office may be located in Aeromedical..
Ophthalmologist Office	100	1 per ophthalmologist programmed
Ophthalmologist Exam Room	140	per room, 2 exam rooms per ophthalmologist
Screening Eye Testing	100	per station, Number of stations= <u>Eye Clinic visits per week</u> /6 visits per hr X 35 hrs per wk
Eye Treatment Room	150.	per ophthalmology service
Laser Treatment Room	150	per ophthalmology service
Fundus Camera Room	150	For two cameras
Electroretinography		

Room	*	Individual Study
Fitting / Dispensing	120	minimum; 1 per Eye Clinic
	150	staff of 3 to 5
	200	staff over 5
Equipment Storage	100	1 per clinic
Visual Field / Perimetry	100	1 per Eye Clinic, includes Humphries and manual testing
Contact Lens	120	Per Department
Low Vision Training Aids	100	Per Department
Photo Processing	75	as required to Support Fundus Camera
(Ultrasound)	140	per Ophthalmology Service, size adequate for A-scan, B-scan, and pachymetry units
Seated Recovery	60	per seat. Locate with Ambulatory surgery
Chief Optical Fab	100	This section only if Optical Fabrication Function
Optical Fab Admin	80	per optical fab admin staff, min 100
Optical Fab stations	100	Per optical fabricators
Optical Fab Parts Storage	100	Optical Fab storage area

### **Otorhinolaryngology**

Doctor's Office	100	1 per doctor assigned
ENT Exam Room	100	per room, 2 per ENT physician
ENT Treatment Room	150	per room, 1 per 6 ENT exam rooms
Recovery Room	120	per room, 1 per ENT Clinic
Toilet	50	1 per recovery room
Vestibular Exam Room	150	per room, 1 per clinic
BAER Room	*	Only at facilities w/ENT teaching mission. Special study.
Bone Dissection	*	Only at facilities w/ENT teaching mission. Special study.

Updated 28 May 93

### **Audiology**

Audiologist's Office/Exam	120	per room, 1 per audiologist programmed
Audiobooth Room (Screening)	110	1 man double wall booth
	210	4 man double wall booth
	260	6 man double wall booth
Audiobooth Suite	190	per suite when audiologist is programmed. (two room suite)
Hearing Aid	200	1 per clinic when audiologist is programmed.
Fitting/Classroom	omitted from new criteria	
Hearing Aid Laboratory	100	1 per clinic when audiologist is programmed
Auditory Electrophysiological Laboratory	100	1 per clinic when audiologist is programmed

### **Speech Therapy**

Speech Therapist Office/Exam Room	120	per room, 1 per therapists programmed
Speech Therapy Classroom	150	minimum; 18 NSF per patient per class. Individual Study
<b><u>Other Clinics</u></b>		
<b><u>Physical Medicine</u></b>		
Electromyography (EMG) Room	100	
EMG Work Area	80	per area, plus 10 NSF per clinic for each add'l EMG station
Dressing Cubicle	40	per EMG room